



# Article 6: Special Conferences

## Section 1. Conference Arrangement

Special conferences may be arranged upon the request of either party for the purpose of maintaining orderly labor- management relations pursuant to the specific terms and conditions of this Agreement. Unless due to good reason or otherwise agreed, special conferences shall be held within three days of such request.

## Section 2. Agenda

An agenda of the matters to be considered at the conference, together with the names of the conferees representing the requesting party, shall be submitted at the time the conference is requested and/or scheduled, and all parties shall attend the conference prepared to discuss those items.

## Section 3. No Loss of Pay

Such conferences, to the extent possible, shall be held during regular work hours. Employees required to attend such special conferences, not to exceed two employees, shall not lose time or pay for attendance, and no additional compensation will be paid to such employees for time spent in such conferences in addition to their regular pay or beyond their regular work hours.

## Section 4. Participants

Such special conferences shall be held between the Director and/or such Deputy Directors or other departmental personnel or delegates as the Director deems advisable and the president, vice president of the Association and other representatives or delegates of the Association as the Association may deem advisable, but not to exceed five individuals per party, except upon mutual agreement. It is understood, however, that the conferees representing either party shall be clothed with necessary authority to act/react or meaningfully discuss and review the agenda item(s).

## Section 5. Non Grievance/Negotiations Forum

It is expressly understood that this special conference provision is not to be used as a grievance procedure or substitute for or subject to the grievance procedure; nor shall it be used as a negotiation forum. However, this does not prohibit the discussion of grievances or items of concern to the parties in the interpretation and enforcement of this Agreement.

